



## ADDENDUM NO. 2

Date: September 14, 2016

Bid Date: September 26, 2016  
at 3:00 P.M. (Local Time)

Bid Name Request for Proposals for Banking Services

Bid No.: FADM-180000-DH

NOTE: This Addendum has been issued only to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. Any questions shall be submitted in writing to the City of Gainesville Purchasing Division by 3:00 p.m. (local time), September 15, 2016. Questions may be submitted as follows:

Email: [holderds@cityofgainesville.org](mailto:holderds@cityofgainesville.org)

or

Faxed (352) 334-3163

Attention: Diane Holder

The following are answers/clarifications to questions received:

2. Question: Who currently provides the City's courier services?  
Answer: Certified Armored Service, Gainesville FL
3. Question: Please define "deposited item rejects" under the demand deposit services section of the pricing exhibit.  
Answer: Primarily deposited checks that have been returned.
4. Question: Does the pricing include volumes for the City's utility department?  
Answer: NO. See Addendum 1. This RFP is for City banking services only. Gainesville Regional Utility is not included in this RFP in any way whatsoever.
5. Question: Will the City share copies of recent bank analysis statements?  
Answer: Provided in Addendum 1.
6. Question: Can you please clarify the current average monthly volume of accounts? Section VII – Price Proposal reflects 50 accounts, however, Under Section VI – Technical Specifications, it states "The City currently has 10 active accounts."  
Answer: The City has 10 active accounts. Section VII - Price Proposal number is an error.

7. Question: The City has indicated they shall employ the successful proposer for Custodian Services as well. Does that mean the City only consider those financial institutions that can provide both banking services and Custodian/Safe keeping services or is it possible to award both services separately?  
Answer: The City wants its banking services provider to also provide custodian/safe keeping services. The City will not award those services separately, and the City will only consider financial institutions that can provide both services.
8. Question: Where we are asked for a copy of our certified annual financial report and most recent 10-Q report, would it be acceptable to provide a link to this information?  
Answer: Yes.
9. Question: What are the City's goals for your purchasing card program? Expansion with more cards? Add more/different types of suppliers?  
Answer: The City does not have specific expansion goals for its purchasing card program, but is willing to consider expanding the program where it makes sense.
10. Question: Does the City have an account manager working with you at your current provider?  
Answer: We have numerous contacts in different areas, as well as a main institutional banking contact.
11. Question: What features/functionality of an online reporting system are important to the City?  
Answer: The City is interested in industry standard reporting features and functionality. Wire Input & Reporting, Account Transfers, Transaction Search & Reporting, Stop Payments Input, Controlled Disbursement, Check Lookup, Daily & Multi-Day Balance Reporting, Credit Card Payment Reporting, Deposit Reporting, ACH/EDI/CAR Reporting.
12. Question: Does the City have an interest in an e-payables program in addition to purchasing card services? We note you pay 150 vendors weekly via ACH and 5-15 vendors paid weekly using checks.  
Answer: Yes, possibly.
13. Question: Would you be able to forward a MS Excel version of your vendor file complete with full name, street address, city, state, zip code, yearly amount paid and type of payment?  
Answer: No. This information is not necessary for responding to this RFP.
14. Question: On the Merchant section of the RFP - Does the City have the ability or want to accept cards via online? If the City already does, what gateway are you currently using?  
Answer: Yes, the City accepts credit cards & echecks via online. We use CSI Collector Solutions.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 2 by his or her signature below, **and a copy of this Addendum to be returned with proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 2 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_